Networking Your Way Into the Profession

How to Secure Paid Work through Internships
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Allison Schein
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“Get to know as many people within the organization as possible and don’t be afraid to do the grunt work. In fact, volunteer for it!”

Archivist at Creative Audio Archive
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Becca Smith
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“Think outside the box.”

Librarian and Archivist at Wiss, Janney, Elstner Associates Inc.
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“Promote yourself and the things you do, because nobody will care more about your projects than you do (except maybe your mom, and she’s probably not on the hiring committee).”
Johna Picco

“An internship is your job audition. Act accordingly.”

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Creating a cover letter and resume/CV

There are a lot of great resources on the Web with helpful tips and examples of quality cover letters and resumes. Your cover letter should be tailored to each position you are applying for. Your resume or CV should be clear evidence that you have the experience and skills for the position.

Here are a few sites that could help guide you to drafting a great cover letter and resume.

Open Cover Letters: Anonymous cover letters from hired librarians & archivists
That Elusive Archives Job
Inside Higher Ed: Application Advice

Helpful Job Sites

A short list of sites to visit in your job search. Keep in mind that not all opportunities are posted through these – also check professional organization listservs, state historical societies, and individual archives.

American Alliance of Museums Job HQ
American Association for State and Local History
American Historical Association
Archives Gig
Association of Midwest Museums
Global Museum
I Need a Library Job
LibGig
Museum Employment Resource Center
Museum Jobs Online
National Council for Preservation Education
National Council on Public History
National Trust for Historic Preservation
Preservenet Job Board

A Little Advice

Finding work, especially paid work, is hard and can be discouraging. The resources below provide some helpful advice.

23 Things for Archivists Wiki
Faith of a Heretic: Advice for the New Archivist, Veterans in the Field Explain How to Survive
Hack Library School
Librarian by Day: What it means to have a Masters in Library Science, or Information Science or...
Library Success Wiki: Looking for a Job
New Archivist Blog: My Unsolicited Advice

MAC Annual Spring Meeting
9 May 2015
Johna Picco, Deirdre Scaggs, Allison Schein, Becca Smith, Eric Willey
Thank you!

Be sure to check out the post-conference documents for a copy of our handout.